

AHCCCS – 276/277 Batch processing

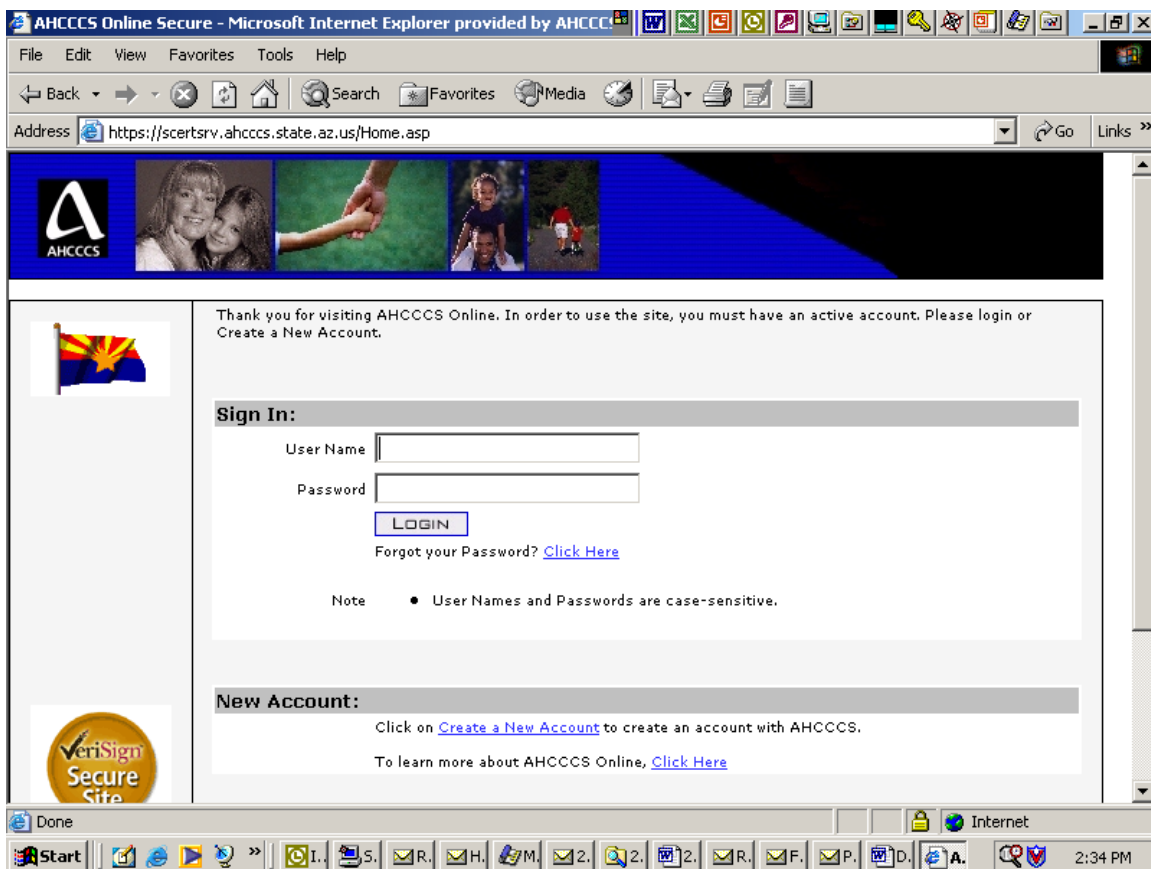


Figure 1 – Login screen

Using your **User Name** and **Password**, login to the AHCCCS website.

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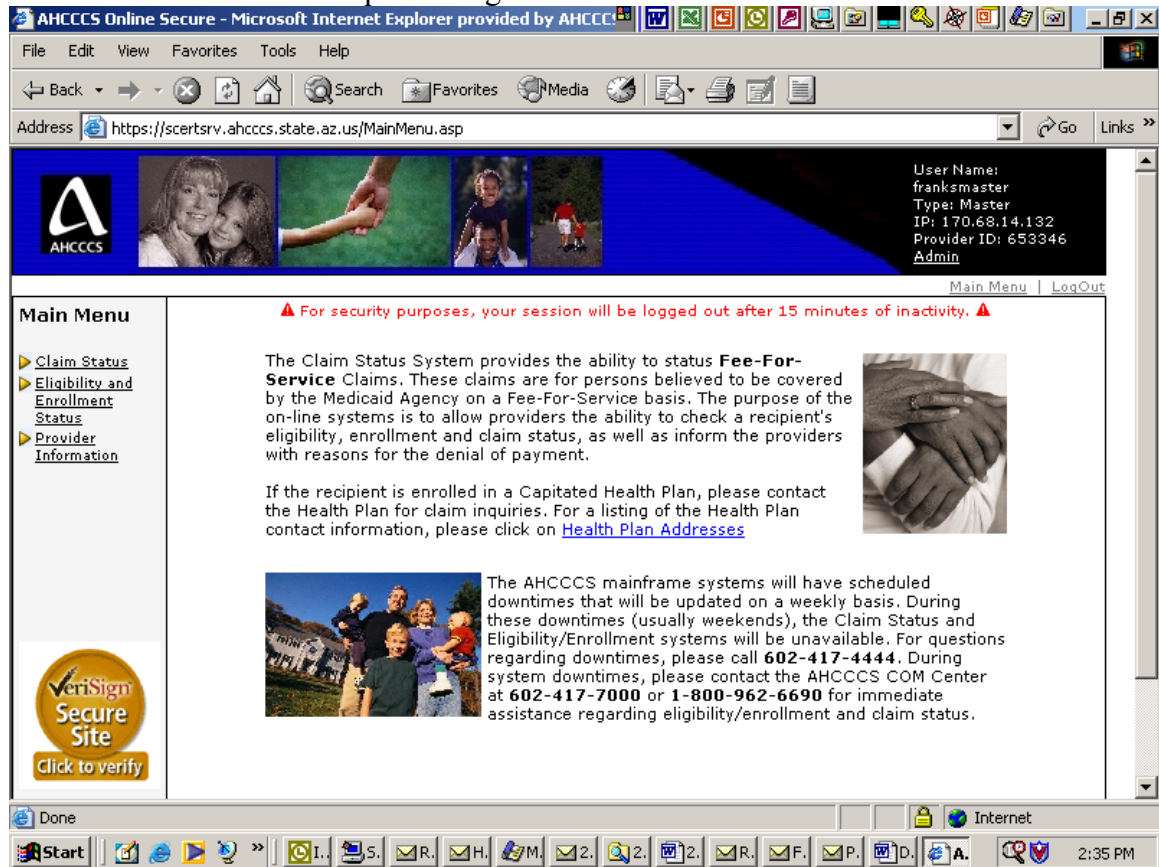


Figure 2 – Main Menu Screen

Select Claim Status from the Main Menu.

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The screenshot shows a Microsoft Internet Explorer browser window titled "AHCCCS Online Secure - Microsoft Internet Explorer provided by AHCCCS". The address bar displays "https://170.68.1.60/ClaimStatus/Default.asp?Provider_ID=004250". The page features a header with the AHCCCS logo and a navigation bar with links for "Main Menu", "LogOut", and "FAQ". On the left, a "Main Menu" sidebar lists options: "Claim Status", "Eligibility and Enrollment Status", "Provider Information", and "Remits". The main content area is titled "RECIPIENT SEARCH" and contains a message: "You must first identify a Recipient in order to search for a claim. * Indicates a required field." Below this, there is a "SEARCH BY:" dropdown menu set to "AHCCCS ID", an "AHCCCS ID:" text input field, and three buttons: "Submit", "Clear", and "Batch". A red disclaimer states: "This site displays confidential information from the AHCCCS Administration. This information is intended solely for use by the intended recipient hereof. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this transmission is prohibited." At the bottom, a "VeriSign Secure Site" logo is visible, along with the text "AHCCCS All Rights Reserved" and a small number "4". The browser's status bar at the bottom shows "Done" and "Internet".

Figure 3: Recipient Search

The *Batch* button will allow the users to navigate to a page that provides the capability to upload and download batch requests. The user will also have the option to view the results on-line.

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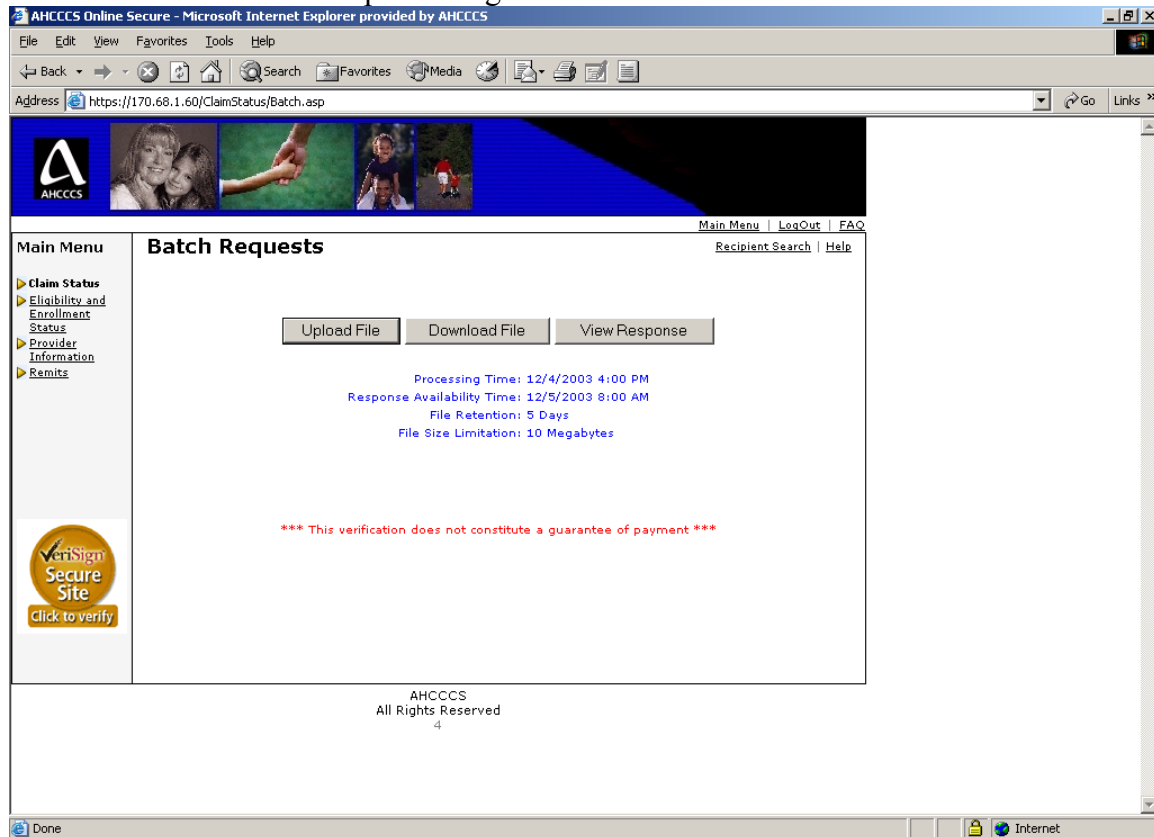


Figure 4: Batch Requests

- The **Batch Requests** page will give the user options to up-load, download or view the response results on-line. Information related to the batch file will be displayed on the page. This data includes:
- Processing Time - The file will process at 4pm each afternoon
- Response availability time – The file will be available at 8am each morning
- File Retention - The number of days the file will be saved on the server before it is deleted.
- File Size Limitation – The file cannot be more than 10 megabytes large

Each time the provider submits a new batch request, the old request and response will be overwritten. No more than one batch request will be retained per user. In addition, files will only be retained for a period of 5 calendar days. A separate process will be written to delete old files from the server. Each user will be able to view the results of their requests only.

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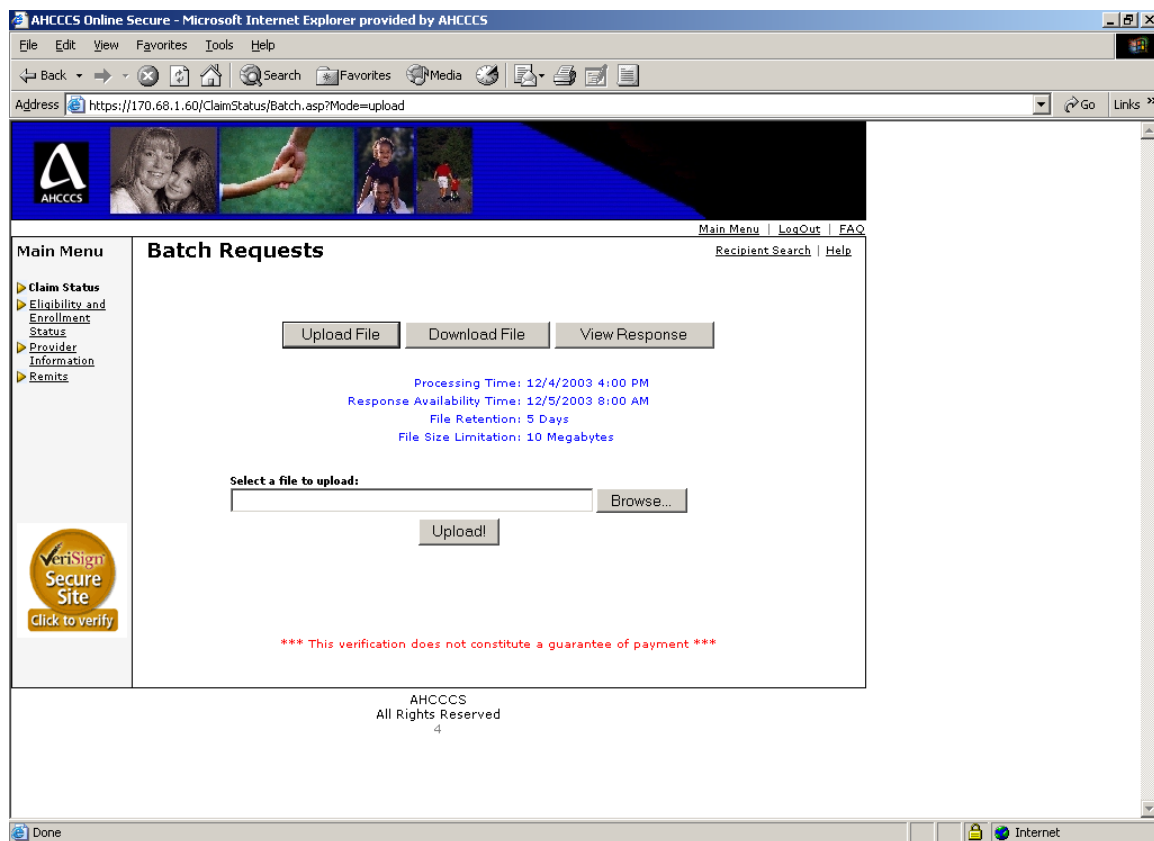


Figure 5: Batch request Screen.

Click browse to choose a file from your pc for upload. The upload file does not require any specific naming convention.

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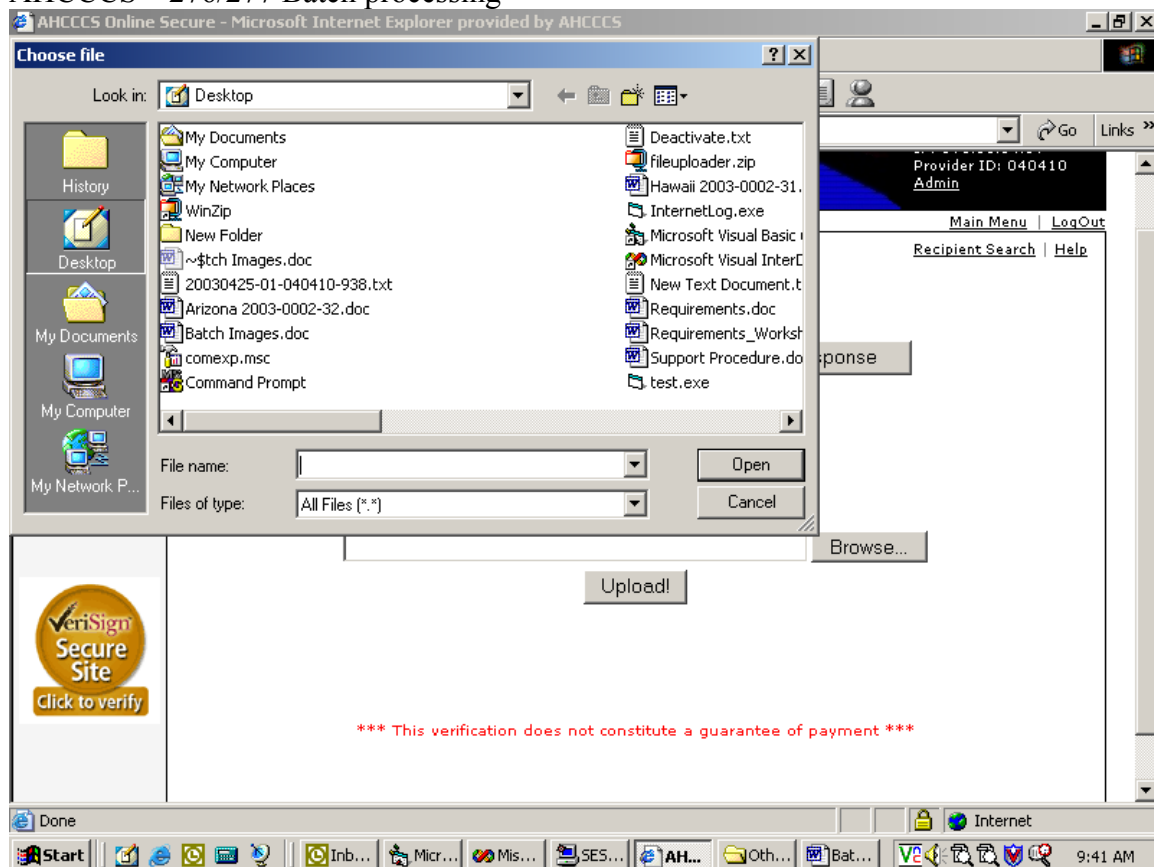


Figure 6: Browse file for upload.

Select the file you wish to upload as a 276 file.

Once you choose a file and click upload, a message will appear telling you it was successful

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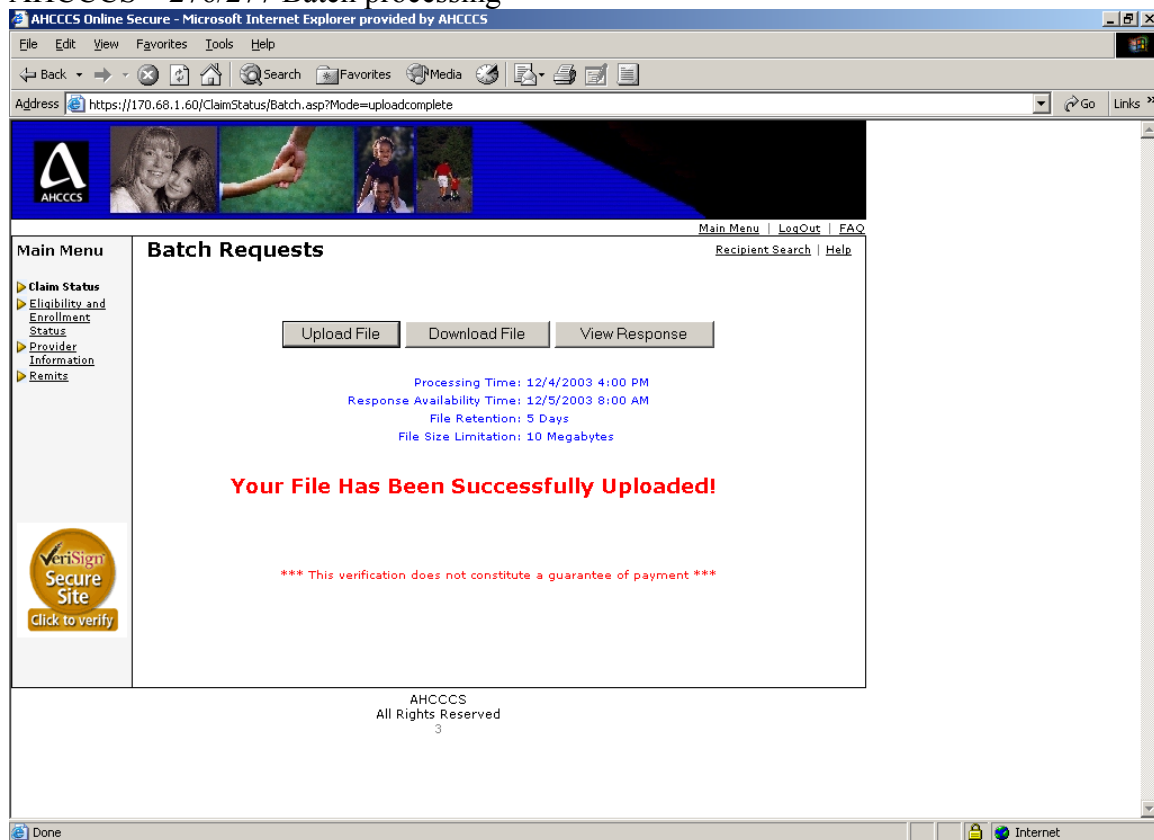


Figure 7: Upload Successful

Once the load is successful. The file will be processed as part of our evening process.

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The next day:

Log back into the same page

Repeat the steps shown in figures 1 through 4.

Click the DOWNLOAD FILE Button to see a list of files that you can download.

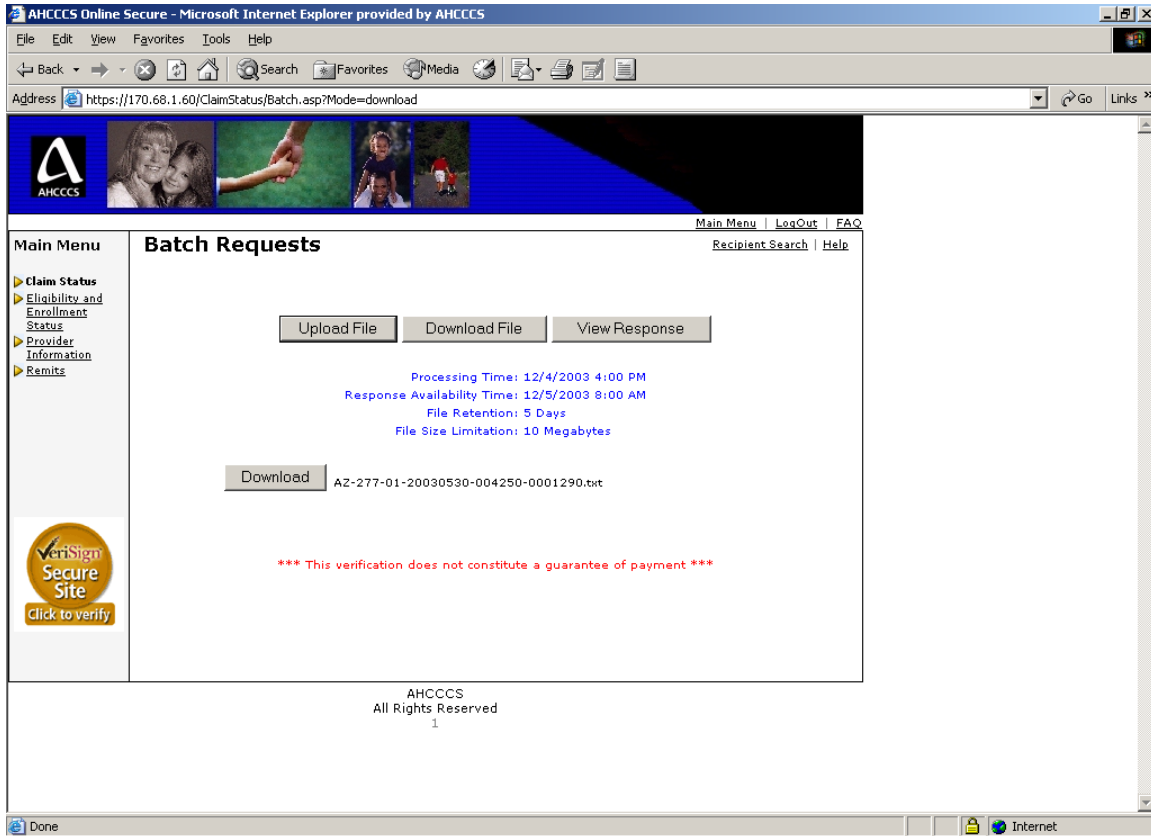


Figure 8: Batch download of 277 file.

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To download the file, click the Download button next to the file you wish to download

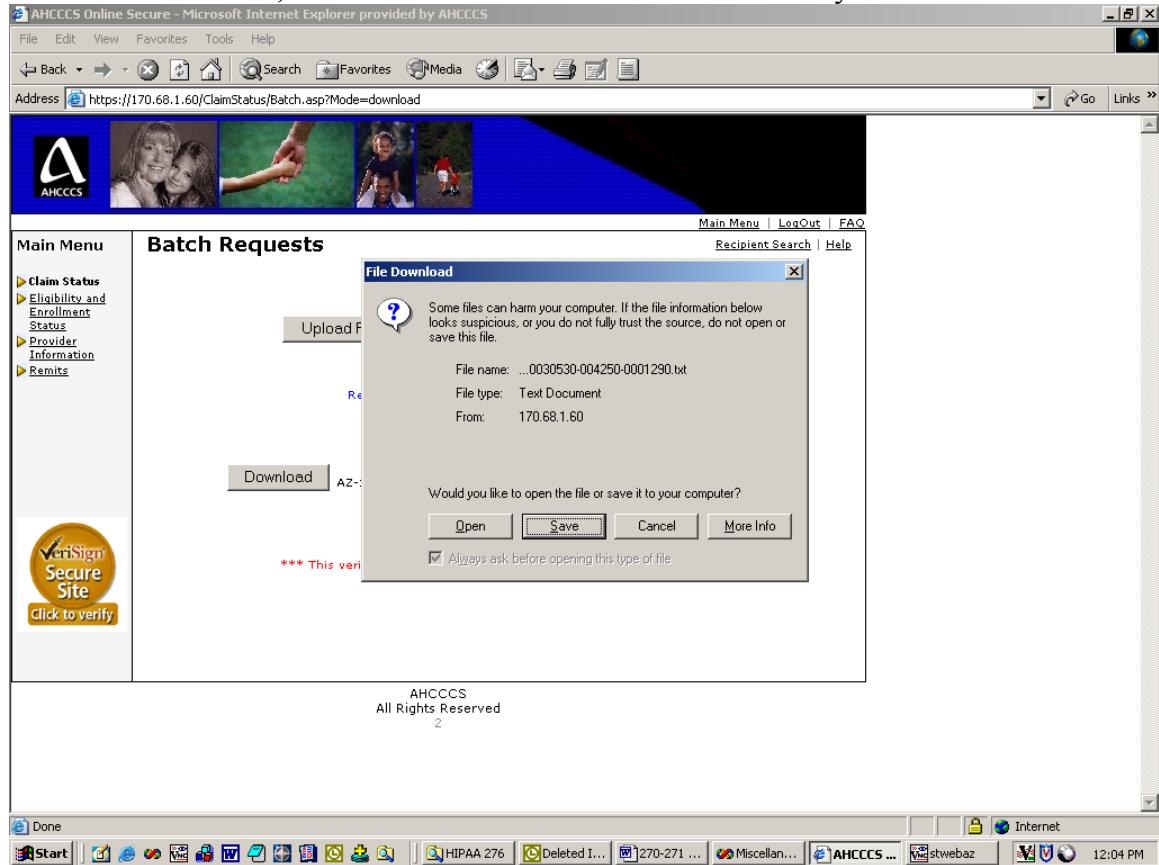


Figure 9: Save 277 file to your local PC.

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Now click save to save it to disk, If you click open, it will still force you to save it... this is by design.. Once you click save, you will be prompted to choose a location where you wish to save it.

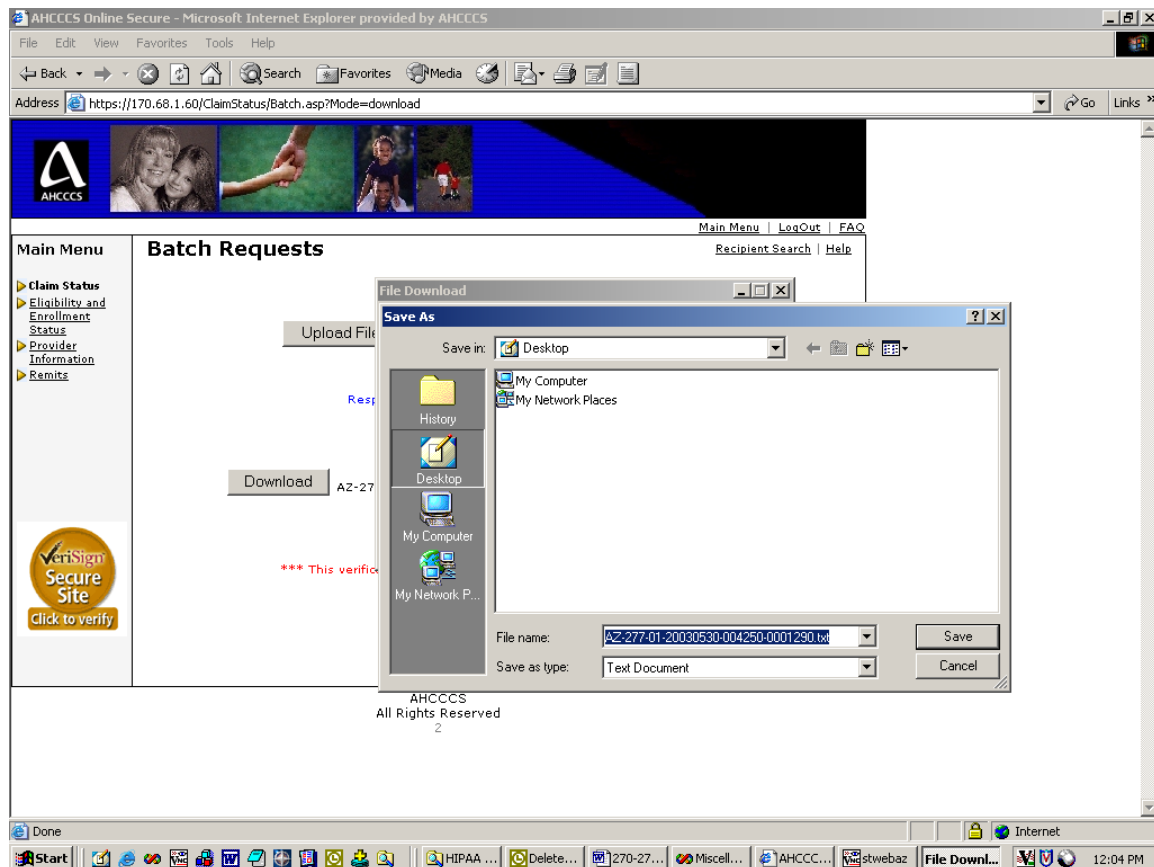


Figure 10: Select file name.

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Click view response to see a list of files that can be viewed online

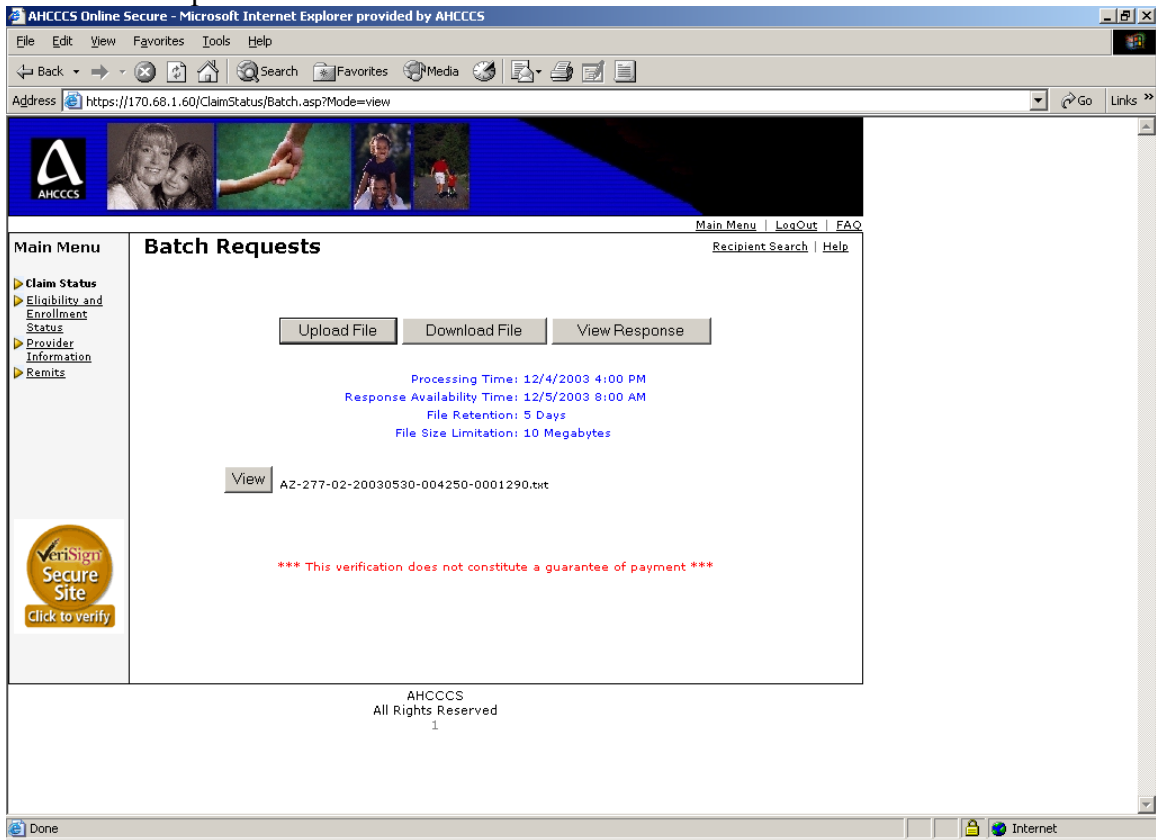


Figure 11: View file.

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https://swadevaz.ahcccs.state.az.us/EligibilityAndEnrollment/ViewFile.asp?File=20030425-02-0404 - Microsoft Internet Expl...

ST	TRANSACTION SET IDENTIFIER CODE/CONTROL NUMBER: 271 001						
BHT	TRANSACTION SET CREATION DATE/TIME: 01/15/2003 15:30:05						
SR001	INFORMATION SOURCE NAME/TAX ID: AHCCCS 86-0000000						
RCR001	INFORMATION RECEIVER ID/NAME: 004250 COHEN/JORDAN K.						
RECIPIENT	AHCCCS ID	LAST NAME	FIRST NAME	MI	DOB	GENDER	OTHER ID
RCP001	A31652125	SMITH	JOHN	H	07/09/1968	M	A00000000
000-00-0000							
ADDRESS	STREET 1	STREET 2	CITY	STATE	ZIP		
ADRO01	6 MI S OF OLD SALINA	6211 N. LA CHOLLA	CHINLE	AZ	86503		
ELIGIBILITY	DESCRIPTION	BEGIN DATE	END DATE	ADDED ON			
ELG001	A SA MAO EXPANDED	04/01/2002	/ /	03/26/2002			
ELG002	A SD CASH	08/01/1998	03/31/2002	11/04/1998			
ELG003	A SD MAO	07/01/1998	07/30/1998	11/04/1998			
ENROLLMENT	HEALTH PLAN	CONTRACT TYPE	BEGIN DATE	END DATE	RATE		
CODE/DESCRIPTION							
ENR001	INDIAN HEALTH SERVICES	ACU/FFS	04/01/2002	/ /	SSI AGED EXP		
WITH QMB							
MEDICAID	NH PROVIDER NAME	SOC AMT	BEGIN DATE	END DATE	LOCK-IN		
PROVIDER	QMB IND PNH IND						

Start In... Mi... Mi... S... A... O... B... ht... 9:43 AM

Figure 12: Valid Response

Sample of Data displayed when view response is selected for a valid response.

Error Files

The two document types for valid response files are 01 and 02. These represent the downloadable 277 formatted file and the 277 readable (viewable) file, respectively. Document type 03 is reserved for error response files. Error response files are created when some or all of the 276 input file transactions are unacceptable. Error response files are both viewable and downloadable, and will contain all error information available for the 276 transaction input file to which they relate. There will be no more than one error file per 276 transaction input file.